



## Greater St. Albert Catholic Schools Education Foundation

### Annual General Meeting

#### AGENDA

April 9, 2024

7:00 pm | In-person: 33 Malmo Drive, St. Albert | Virtual: email Zoom link

1. **Welcome** (Akkerman)
2. **Call to Order** (Akkerman)
3. **Opening Prayer** (Frew)
4. **Introductions, Sign-In Reminder and Housekeeping**, (Akkerman)
  - 4.1. **Share Resignations prior to Term-End** (MS-Mar 19; CB-Apr 1)
  - 4.2. **Confirm Attendance** of Remaining Directors/Exec/Community (must be 51% present or 5 of 8 remaining)
  - 4.3. **Regrets:** Courtney Haigh

5. **Acknowledgement** (Shaw)

*The Greater St. Albert Catholic Schools Education Foundation acknowledges that it is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Metis Nation. Kinanaskomitin, Manito. Thank you, Creator.*

#### **6. Additions and/or Deletions to the April 9, 2024 Agenda**

#### **7. Approval of the April 9, 2024 AGM Agenda**

- 7.1. **Be it resolved** that the Foundation members approve the 2024 AGM Agenda as presented, or as amended.
  - 7.1.1. Moved by:
  - 7.1.2. Seconded by:
  - 7.1.3. Carried (defeated) by vote of:
  - 7.1.4. In Favour - optional:
  - 7.1.5. Opposed - optional:

## 8. Approval of 2023 AGM Minutes

- 8.1. **Be it resolved** that the Foundation members approve the 2023 AGM Minutes as circulated, or as circulated and amended.
  - 8.1.1. Moved by:
  - 8.1.2. Seconded by:
  - 8.1.3. Carried (defeated) by vote of:
  - 8.1.4. In Favour - optional:
  - 8.1.5. Opposed - optional:

## 9. Old Business

- 9.1. Review of By-Law Changes introduced in 2023 and updated for 2024 (Schlag)
- 9.2. Confirm By-laws Changes meet posting of 21 days – posted March 14, 2023 (26 days prior to AGM – OK)
  - 9.2.1. **Be it resolved** that the Foundation members approve the changes to the current By-Laws as presented at today's meeting and attached to the Agenda.
    - 9.2.1.1. Moved by:
    - 9.2.1.2. Seconded by:
    - 9.2.1.3. Carried (defeated) by vote of:
    - 9.2.1.4. In Favour - optional:
    - 9.2.1.5. Opposed - optional:

## 10. Elections

- 10.1. The Foundation Officers are comprised of two (2) elected bodies that make policy, vote, decide monetary issues, and administer Foundation official events; the Foundation Executive (outlined in section 3.1 of the By-Laws) and the Foundation Board of Directors (outlined in section 3.2 of the By-Laws). The Executive Committee shall be composed of up to five (5) Directors of the Board. Any member of the Foundation may hold a maximum of two (2) offices in the Executive Committee at any given time.

## 10.2. DIRECTORS

**10.2.1.** Up to two **(3) DIRECTOR - Student Members** - grades 9 through 12, with a maximum of one (1) from any division school. **Finn Dionne from MCHS has agreed to let his name stand for Election. Are there any other students interested in a position?**

10.2.1.1. **Be it resolved** that the Foundation members approve [XXX\_\_\_\_\_ up to three names] for the position(s) of **DIRECTOR - Student Member** for a one-year term (2024-2025).

10.2.1.2. Moved by:

10.2.1.3. Seconded by:

10.2.1.4. Carried (defeated) by vote of:

10.2.1.5. In Favour - optional:

10.2.1.6. Opposed - optional:

**10.2.2.** **DIRECTOR - Trustee Member** (2024-2025) – SERENA SHAW held the position from 2022-2024; her term is now up and the revised By-Laws now call for a reduced One-Year Term. Trustee Shaw is eligible for a second term, if desired. **Is there a qualified Trustee Member willing to put their name forward?**

**10.2.2.1.** **Be it resolved** that the Foundation members approve [X\_\_\_\_\_ ] for the position of **DIRECTOR - Trustee Member** for a one-year term (2024-2025).

10.2.2.2. Moved by:

10.2.2.3. Seconded by:

10.2.2.4. Carried (defeated) by vote of:

10.2.2.5. In Favour - optional:

10.2.2.6. Opposed - optional:

**10.2.3.** **DIRECTOR - Community Member: Town of Legal or a Member-at-Large** (2024-2026) - RHEA JUSSEN held the position from 2022-2024; her

term is now up. **Is there a Member from the Town of Legal or a Member at Large willing to put their name forward?**

**10.2.3.1. Be it resolved** that the Foundation members approve [X\_\_\_\_\_ ] for the position of **DIRECTOR - Town of Legal or a Member-at-Large** for a two-year term (2024-2026).

10.2.3.2. Moved by:

10.2.3.3. Seconded by:

10.2.3.4. Carried (defeated) by vote of:

10.2.3.5. In Favour - optional:

10.2.3.6. Opposed - optional:

**10.2.4. DIRECTOR - Community Member: Town of Morinville** (2024-2026)

The position is currently vacant. **Is there a Member from the Town of Morinville willing to put their name forward?**

10.2.4.1. **Be it resolved** that the Foundation members approve [X\_\_\_\_\_ ] for the position of **DIRECTOR - Community Member: Town of Morinville** for a two-year term (2024-2026).

10.2.4.1.1. Moved by:

10.2.4.1.2. Seconded by:

10.2.4.1.3. Carried (defeated) by vote of:

10.2.4.1.4. In Favour - optional:

10.2.4.1.5. Opposed - optional:

**10.2.5. DIRECTOR - Community Member: City of St. Albert** (2024-2026) -

MELISSA GIROUX held this position and her term is now up and she has resigned. **Is there a Member from the City of St. Albert willing to put their name forward?**

10.2.5.1. **Be it resolved** that the Foundation members approve [X\_\_\_\_\_ ] for the position of **DIRECTOR - Community Member: City of St. Albert** for a two year term (2024-2026)

- 10.2.5.1.1. Moved by:
- 10.2.5.1.2. Seconded by:
- 10.2.5.1.3. Carried (defeated) by vote of:
- 10.2.5.1.4. In Favour - optional:
- 10.2.5.1.5. Opposed - optional:

**10.2.6. DIRECTOR - Professional Business Community Member (2023-2025) – COURTNEY HAIGH** currently holds this position - **NO FURTHER ACTION REQUIRED.**

**10.2.7. DIRECTOR - Community Member-at-Large (2024-2026) - CAMERON BERGSTROM** held this position from 2022-2024 and his term is now up and he has resigned. **Jordan Sperling is willing to put his name forward for this position. Is there any other Member from the Community-at-Large willing to put their name forward?**

10.2.7.1. **Be it resolved** that the Foundation members approve  
[X\_\_\_\_\_] for the position of **DIRECTOR – Community-at-Large Member** for a two year term (2024-2026)

- 10.2.7.1.1. Moved by:
- 10.2.7.1.2. Seconded by:
- 10.2.7.1.3. Carried (defeated) by vote of:
- 10.2.7.1.4. In Favour - optional:
- 10.2.7.1.5. Opposed - optional:

**10.2.8. DIRECTOR - Community Member of the Greater St. Albert Roman Catholic Separate School Division (2024-2026) - RENA YAKEMCHUK** held this position from 2022-2024 and her term is now up. **Is there a member from the Greater St. Albert Roman Catholic Separate School Division willing to put their name forward?**

10.2.8.1. **Be it resolved** that the Foundation members approve  
[X\_\_\_\_\_] for the position of **DIRECTOR –  
Community Member of the Greater St. Albert Roman Catholic  
Separate School Division** for a two year term (2024-2026)

10.2.8.1.1. Moved by:

10.2.8.1.2. Seconded by:

10.2.8.1.3. Carried (defeated) by vote of:

10.2.8.1.4. In Favour - optional:

10.2.8.1.5. Opposed - optional:

**10.2.9. DIRECTOR – Professional Legal Community Member** (2024-2026)

The position is currently vacant. **Is there a Member from the  
Professional Legal Community (a lawyer or para-legal) willing to put  
their name forward?**

10.2.9.1. **Be it resolved** that the Foundation members approve  
[X\_\_\_\_\_] for the position of **DIRECTOR –  
Professional Legal Community** for a two year term (2024-2026)

10.2.9.1.1. Moved by:

10.2.9.1.2. Seconded by:

10.2.9.1.3. Carried (defeated) by vote of:

10.2.9.1.4. In Favour - optional:

10.2.9.1.5. Opposed - optional:

### 10.3. EXECUTIVE POSITIONS

**10.3.1. CHAIRPERSON** (2024-2026) - ROB AKKERMAN held this position from  
2022-2024 and his term is now up. **Is there anyone willing to put their  
name forward for Chairperson?**

10.3.1.1. **Be it resolved** that the Foundation members approve  
[X\_\_\_\_\_] for the position of **Chairperson** for a  
two year term (2024-2026)

10.3.1.1.1. Moved by:

- 10.3.1.1.2. Seconded by:
- 10.3.1.1.3. Carried (defeated) by vote of:
- 10.3.1.1.4. In Favour - optional:
- 10.3.1.1.5. Opposed - optional:

**10.3.2. VICE CHAIRPERSON** (2024-2026) - RENA YAKEMCHUK held this position from 2020-2024 and her term is now up. **Is there anyone willing to put their name forward for Vice-Chairperson?**

10.3.2.1. **Be it resolved** that the Foundation members approve  
[X\_\_\_\_\_] for the position of **Vice-Chairperson** for  
a two year term (2024-2026)

- 10.3.2.1.1. Moved by:
- 10.3.2.1.2. Seconded by:
- 10.3.2.1.3. Carried (defeated) by vote of:
- 10.3.2.1.4. In Favour - optional:
- 10.3.2.1.5. Opposed - optional:

**10.3.3. PAST CHAIRPERSON** (2024-2025) - ALYSSA FREW held this position from 2022-2024 and her term is now up. **ROB AKKERMAN** will automatically transition to this position for a One Year Term (with the option to stay for 2 years) (2024-2025/6). **NO FURTHER ACTION IS REQUIRED.**

**10.3.4. TREASURER** (2022-2024) - DEBORAH SCHLAG held this position from 2013-2024 and her current two-year term is now up. **Deb is willing to let her name stand** unless there is someone else interested in the position. **Are there any additional individuals willing to put their name forward for Treasurer?**

10.3.4.1. **Be it resolved** that the Foundation members approve  
[X\_\_\_\_\_] for the position of **Treasurer** for a two  
year term (2024-2026)

- 10.3.4.1.1. Moved by:
- 10.3.4.1.2. Seconded by:

10.3.4.1.3. Carried (defeated) by vote of:

10.3.4.1.4. In Favour - optional:

10.3.4.1.5. Opposed - optional:

**10.3.5. EXECUTIVE - SECRETARY (2024-2026)** - The position is currently VACANT. **Is there anyone willing to put their name forward for Executive Secretary?**

**10.3.5.1. Be it resolved** that the Foundation members approve [X\_\_\_\_\_] for the position of **EXECUTIVE - SECRETARY** for a two-year term (2024-2026).

10.3.5.2. Moved by:

10.3.5.3. Seconded by:

10.3.5.4. Carried (defeated) by vote of:

10.3.5.5. In Favour - optional:

10.3.5.6. Opposed - optional:

**10.3.6. PARLIAMENTARIAN (2024-2026)** - JOE BECIGNEUL held this position from 2018-2024 and his term is now up. **Is there anyone willing to put their name forward for Parliamentarian?**

**10.3.6.1. Be it resolved** that the Foundation members approve [X\_\_\_\_\_] for the position of **Parliamentarian** for a two year term (2024-2026)

10.3.6.1.1. Moved by:

10.3.6.1.2. Seconded by:

10.3.6.1.3. Carried (defeated) by vote of:

10.3.6.1.4. In Favour - optional:

10.3.6.1.5. Opposed - optional:

## **11. REPORTS REVIEW AND FINANCIAL STATEMENT(S) APPROVAL**

### **11.1. Report from the Chair**



**11.1.1. Be it resolved** that the Foundation members receive the Report from the Chair as information, read in the meeting, to be posted with the minutes on the website, post-meeting.

11.1.1.1. Moved by:

11.1.1.2. Seconded by:

11.1.1.3. Carried (defeated) by vote of:

11.1.1.4. In Favour - optional:

11.1.1.5. Opposed - optional:

**11.2. Golf 50/50 & Christmas Cash 50/50 - Final Reports**

**11.2.1.** Be it resolved that the Foundation members receive the Golf 50/50 and Christmas Cash 50/50 Final Reports as information, read in the meeting, to be posted with the minutes on the website, post-meeting.

11.2.1.1. Moved by:

11.2.1.2. Seconded by:

11.2.1.3. Carried (defeated) by vote of:

11.2.1.4. In Favour - optional:

11.2.1.5. Opposed - optional:

**11.3. Golf Tournament 2023 - Summary Report**

**11.3.1.** Be it resolved that the Foundation members receive the **Golf Tournament 2023 - Summary Report** as information, read in the meeting, to be posted with the minutes on the website, post-meeting.

11.3.1.1. Moved by:

11.3.1.2. Seconded by:

11.3.1.3. Carried (defeated) by vote of:

11.3.1.4. In Favour - optional:

11.3.1.5. Opposed - optional:

**11.4. Scholarships 2023 – Summary Report**

**11.4.1.** Be it resolved that the Foundation members receive the **Scholarships 2023 - Summary Report** as information, read in the meeting, to be posted with the minutes on the website, post-meeting.

11.4.1.1. Moved by:

11.4.1.2. Seconded by:

11.4.1.3. Carried (defeated) by vote of:

11.4.1.4. In Favour - optional:

11.4.1.5. Opposed - optional:

**11.5. Group Grants 2023 – Summary Report**

**11.5.1.** Be it resolved that the Foundation members receive the **Group Grants 2023 - Summary Report** as information, read in the meeting, to be posted with the minutes on the website, post-meeting.

11.5.1.1. Moved by:

11.5.1.2. Seconded by:

11.5.1.3. Carried (defeated) by vote of:

11.5.1.4. In Favour - optional:

11.5.1.5. Opposed - optional:

**11.6. Statement of Operations and Changes in Fund Balances - December 31, 2023**

**11.6.1.** Be it resolved that the Foundation members approve the Statement of Operations and Changes in Fund Balances, for the Year Ended 31 December 2023 with total Revenues of \$30,973 and total Expenditures of \$24,603, with an excess of Revenues of \$6,370, resulting in an overall Fund Balance of \$34,758 at December 31, 2023.

11.6.1.1. Moved by:

11.6.1.2. Seconded by:

11.6.1.3. Carried (defeated) by vote of:

11.6.1.4. In Favour - optional:

11.6.1.5. Opposed - optional:

**11.7. Statement of Financial Position at December 31, 2023**

**11.7.1.** Be it resolved that the Foundation members approve the Statement of Financial Position as at December 31, 2023 with Assets of \$34,758, Liabilities of \$0, and Fund Balances as follows, for a total of \$34,758:

11.7.1.1. Unrestricted: \$14,377

11.7.1.2. Scholarships: \$250

11.7.1.3. Group Requests: (\$9,369)

11.7.1.4. Endowment: \$29,500

11.7.1.4.1. Moved by:

11.7.1.4.2. Seconded by:

11.7.1.4.3. Carried (defeated) by vote of:

11.7.1.4.4. In Favour - optional:

11.7.1.4.5. Opposed - optional:

**11.8. Bank Statement Reconciliation at December 31, 2023**

**11.8.1.** Be it resolved that the Foundation members approve the Reconciliation of the Bank Statement at December 31, 2023 with a Bank Balance of \$38,158.40, less 2 outstanding items for \$3,400, agreeing with a Ledger Balance of \$34,758.40.

11.8.1.1. Moved by:

11.8.1.2. Seconded by:

11.8.1.3. Carried (defeated) by vote of:

11.8.1.4. In Favour - optional:

11.8.1.5. Opposed - optional:

**11.9. Treasurer's Report at March 31, 2024**

**11.9.1.** Be it resolved that the Foundation members receive the Treasurer's Report as information, read in the meeting, to be posted with the minutes on the website, post-meeting.

11.9.1.1. Moved by:

11.9.1.2. Seconded by:

11.9.1.3. Carried (defeated) by vote of:

11.9.1.4. In Favour - optional:

11.9.1.5. Opposed - optional:

**12. Allocation of Funds from Group Requests back to Unrestricted**

Proposal for 2024 AGM Fund Transfers						
	Operating	Scholarship Fund	Group Requests	Endowment Fund	TOTAL	
FUND BALANCES, December 31, 2023	\$14,377.41	\$250.00	-\$9,369.01	\$29,500.00	\$34,758.40	
						Note:
* 2023 Golf 50/50 (NET) :	-\$357.50		\$357.50		\$0.00	1
* 2023 Xmas Cash 50/50 (NET) :	-\$3,454.82		\$3,454.82		\$0.00	1
* 2023 Golf & Auction Proceeds (NET) :	-\$8,600.64				-\$8,600.64	3
* 2023 Golf & Auction Proceeds (NET) :	\$430.03	\$2,150.16	\$5,590.42	\$430.03	\$8,600.64	3
2023 Donations in memory of C McEvoy	-\$200.00			\$200.00	\$0.00	2
2021 Donations in memory of R McEvoy	-\$1,200.00			\$1,200.00	\$0.00	2
* 2023 Interfund transfers (minor adj):	-\$0.03	-\$0.16	\$0.22	-\$0.03	\$0.00	
<b>Total Transfers for 2024 AGM</b>	<b>-\$13,382.96</b>	<b>\$2,150.00</b>	<b>\$9,402.96</b>	<b>\$1,830.00</b>	<b>\$0.00</b>	
FUND BALANCES after 2024 AGM Transfers	\$994.45	\$2,400.00	\$33.95	\$31,330.00	\$34,758.40	
1. Note: All 50/50 Net Proceeds MUST go to Group Grant Requests - as per the AGLC Raffle License - Use of Funds						
2. Donations (\$1,400) in Memory of the McEvoy's will be set aside in the Endowment Fund (for future consideration)						
3. Golf Transfer Based on Agreed % (fwd use)      5%      25%      65%      5%      as per Dec 19-23 Min						

12.1.

12.2. **Be it resolved** that the Foundation members approve the reallocation of \$13,382.96 from the Unrestricted Operating Fund to the Group Requests Fund in the amount of \$9,402.96 (to remain compliant with AGLC 50/50 designations and annual needs), \$2,150 to the Scholarship Fund, and \$1,830 to the Endowment Fund (which includes an amount of \$1,400 specifically from donations in the memory of Rosaleen and Clement McEvoy – to be kept aside for future consideration).

12.2.1. Moved by:

12.2.2. Seconded by:

12.2.3. Carried (defeated) by vote of:

12.2.4. In Favour - optional:

12.2.5. Opposed - optional:

**13. New Business**

13.1. \_\_\_\_\_

13.2. \_\_\_\_\_

**14. Closing Prayer (Becigneul)**

**15. Adjournment**

15.1. **Be it resolved** that the Foundation members adjourn the meeting at \_\_\_\_\_ pm.

**15.1.1.** Moved by:

**15.1.2.** Seconded by:

**15.1.3.** Carried (defeated) by vote of: